

## Westfield Selectboard Minutes

September 13, 2021 @ 5:00 p.m. In-Person Meeting at the Westfield Town Office, 38 School St.

**Town Officials Present:** Selectboard members: Jacques Couture (Vice-Chair), and Anne Lazor; Treasurer, Mary Lou Jacobs; Assistant Treasurer, Lisa Deslandes; Assistant Town Clerk, Karen Blais; and Road Commissioner, Eric Kennison (for a portion of the meeting).

**Community Members Present:** Michael Saloomey

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1. **Call Meeting to Order – Jacques Couture, Vice Chair:** Jacques called the meeting to order at 5:02 p.m.
2. **Public Comment – 5 Minutes:**
  - A. **Moment of Silence in Remembrance of Yves Daigle:** Jacques asked for moment of silence.
  - B. **Mike Saloomey:** Mike expressed his interest in being appointed to the Selectboard. Jacques said he would be considered but there is more than one person interested. He welcomed him to stay for the rest of the meeting.
3. **Additions and/or Deletions to the Agenda:** None
4. **Approve Minutes of the 8/16/21 Selectboard Meeting & Business from the Minutes:** Tabled until October.
5. **Meet the New Assistant Treasurer – Lisa Deslandes:** Jacques announced Lisa has been hired to help Mary Lou until she has learned how things are done in order to take over for Mary Lou.
6. **Report from Communication Union Districts (CUD) – Carrie Glessner Young:** Tabled until October. Carrie was unable to attend.
7. **Fill Vacancies/Jobs Held by Yves Daigle:**
  - A. **Selectboard:** We have possibly three people interested. Jacques felt a special election is in order so people could talk more about it. The Selectboard discussed a Special Town Meeting vs. an Australian ballot vote. They may need to check with the Secretary of State or VLCT for guidance on the timeframe for warning a meeting or an election. Anne made a motion to have a Special Town Meeting to elect a Selectboard member to fill Yves Daigle's position until the March Town Meeting. Jacques agreed with Anne's motion. The Selectboard will discuss more details at a Special Meeting scheduled for September 29<sup>th</sup> at 5:30 p.m. at the Town Office. Jacques would like the voters to have a voice in this decision.
  - B. **NEKWMD Board Representative:** Meets the 2<sup>nd</sup> Tuesday each month.
  - C. **Recycling Attendant:** Jacques suggested hiring two people, instead of one, to share the hours. He felt every Saturday is too much of a commitment. The job has been posted on the website and the Selectboard is considering putting an ad in the newspaper. It has also been posted on Facebook, Front Porch Forum, at the Westfield General Store, Post Office, and flyers have been distributed at the Recycling Center on Saturdays.
  - D. **Sexton for North Hill Cemetery and Westfield Cemetery:** Jacques ran into Todd Morey and he offered to help out with burials. The funeral home pays Todd currently for those he does in Troy. He is not worried about the money for now. It was discussed to research how things are done with other towns. We have nothing listed for a job description for Sexton. Anne made a motion to table and use Todd Morey in the meantime if the need arises. Jacques agreed with her motion.
  - E. **Mowing at Library:** It was discussed to approach Tom Bathalon to mow both locations and handle fall cleanup. Jacques will ask him. Next year include when the job goes out for bids. Everyone agreed Tom is doing a fine job.
  - F. **Mowing at North Hill Cemetery:** See above

**G. Handyman Work at Town Buildings:** It was decided to look at each job individually and hire local people whose skills match the job. It was suggested to use D&D Electric since they are based in Westfield. Scott Dean will be kept in mind for occasional work to be done.

**8. Schedule for Completing Siding Work on Westfield Cemetery Storage Building:** Someone suggested getting a quote from Gerry Bouchard Jr. Jacques inspected the building and feels it is in good shape to put the siding on. The siding is secured inside the locked building. He didn't have a key so was going to check with Yvan LaPlume.

**9. Review and Completion Schedule for VLCT Building Inspection Report (emailed in advance):** Page 1 exit lights Karen mentioned, had been fixed, batteries changed. Page 5, outlet needed in library. Jacques wanted to see the door mat in the library for himself, he will be visiting the library soon. All marked recommendations were low priority. Anne to visit these soon.

**10. Discuss Missisquoi Valley Ambulance Service Meeting:**

**A. Roger Gosselin's Written Report:** Roger's detailed report impressed the Selectboard. From what we already knew, debt needs to be cleaned up in order to qualify for grants. The calculation came out to \$15,000 for each town serviced and possibly less if they worked out a deal with the IRS.

**B. Update from VLCT on Allowable Use of ARPA Money:** LaDonna's note reflected she spoke with Katie Buckley, VLCT's ARPA staff member who felt this money could be used to pay down the ambulance IRS debt. Katie recommends the towns each prepare a written agreement to be signed by all parties which stipulates how the money is to be spent and consequences if the plan is not followed.

**11. Roads – Eric Kennison, Road Commissioner:**

**A. Conversation with Debra Dykeman Regarding Culvert Completion-Driveway Tar Work & Repairs:** Eric acknowledged he did a small amount of damage to the tar on the corner of Deb Dykeman's driveway. He is planning to fix it when he does the culvert for Wild & Scenic this fall. It was mentioned that she doesn't plan to pay the town her share until everything is finished in her yard.

**B. Status of Cement Work for Rolloff:** Jacques asked Anne if she would consider meeting at the recycling parking lot with Eric to check out the footing, wall, and ramp. They agreed to meet on September 14<sup>th</sup> at 6 a.m.

**C. Radar Sign:** Jacques wondered if a wire is pinched at the sign near the Recycling Center. Eric suggested D&D Electric take a look at the wiring. Jacques got it working for a little while. The sign at the south end of town is working fine.

**D. Location of Work & Timeframe for 2022 Grants-In-Aid Grant (Grant Fully Executed by State):** Eric will be applying for grants. According to him, this is a quick process. He needs mulch and to put stone in to complete the 2021 grant. After that it needs to be inspected by Doug Lay from NVDA. Tabled.

**E. Contract for Compass Minerals for Winter Salt:** Eric asked if we want to purchase salt from the same place, which is fairly close in price.

**12. Treasurer's Report – Mary Lou Jacobs, Treasurer:**

**A. Approve Warrants for Expenditures Dated: 8/18/21 \$11,560.04 (bills) & \$1,910.86 (payroll); 8/26 \$3,210.31 (bills); 9/1 \$6,194.14 (bills) & \$5,589.07 (payroll); 9/8 \$1,721.79 (bills):** Motion made by Anne, seconded by Jacques to approve the warrants as listed.

**B. Review Budget Status Report, Checking Account Balance & Investment Accounts (emailed in advance):** Mary Lou reported the Edward Jones accounts keep gaining in value. The balance is 167,106.34 (up from last month's balance of \$166,557.08). There is a CD coming due soon. Mary Lou will check the local banks for rates. The balance in the General Fund is \$410,129.25. The North Country Federal Credit Union account balance is \$4,472.19

**C. Review Trash Revenue vs. Trash Expense:** Tabled.

**13. Recycling Update:**

**A. Moving Oil Barrels to Front of Second Bay:** Roger Morin normally takes the oil from the barrels. The problem is these barrels are stored way in back in a hard to get to location. Scott Dean suggested moving the barrels to the front of the second bay, near the roll-up garage door. This will be a safer setup so no one will have to wrestle the barrels through the Recycling Center to get them to the outside area. Mike Saloomey commented that other people do take barrels.

**B. Set Pricing for Bulky Trash Items (NEKWMD Pricing Emailed in Advance):** Anne made motion to adopt the pricing structure used by the NEKWMD. LaDonna will make signs to post at recycling. Jacques seconded the motion.

**C. No More Wood Disposal:** While Jacques was at recycling, he and Scott threw out old windows found way in the back. Wood items will no longer be accepted at Recycling unless they are payed for and placed in the trash.

**D. Weekly Check-in (form or phone call) Now Required by Mondays to Pick up Recyclables (emailed in advance):** LaDonna made copies of this form for the Recycling Attendant to complete and file on Mondays at the NEKWMD.

**E. Scott Dean to Take Rimmed Tires & Paint Cans to Lyndon on 9/25/21: The NEKWMD** want everything in totes. Scott needs to be compensated for this. Pressure washer at town garage belongs to the town.

**14. Executive Session (if necessary):** not necessary.

**15. Other Business:**

**A. Yves Daigle's Funeral-Tuesday, September 14<sup>th</sup> at 10 am at the Troy Parish Followed by Military Honors at Westfield Cemetery and a Luncheon at 12 pm at the Troy Parish Hall:**

**B. Change of Date for Board of Civil Authority Hearing (Allard):** Have not heard from everyone. LaDonna will email on Wednesday once she hears.

**C. Appoint VLCT Delegate for Annual Meeting:** Pat Sagui has been the delegate and does the job well. Anne made the motion to appoint Pat with Jacques seconding..

**16. Adjourn:** Anne made motion to adjourn at 6:55 p.m. Jacques agreed.

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Westfield Selectboard Approval: Date: 9/29/21 with Ø change(s)

Jacques Couture  
Jacques Couture, Co-Chair

Anne Lazor  
Anne Lazor

Minutes submitted by: \_\_\_\_\_  
Karen Blais, Assistant Town Clerk